



City Clerk's Office  
City of Durham  
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## CURRENT VACANCIES ON BOARDS, COMMITTEES AND COMMISSIONS

August 20, 2015

Release #13

The City of Durham is seeking interested citizens to serve on the following Boards:

- Durham City-County Appearance Commission
- Durham Housing Authority Board of Commissioners
- Housing Appeals Board
- Workforce Development Board

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Due to a resignation, there is currently one (1) vacancy on the **Durham City-County Appearance Commission** with the term to expire on April 1, 2018.

The purpose of the Commission is to enhance and improve the visual quality and aesthetic character of Durham City and County. The Commission consists of 15 members, seven members appointed by the City Council and eight members appointed by the Board of County Commissioners. A majority of the members shall have expertise in a design field such as architecture, landscape design, city planning, horticulture, urban design or a related field. While encouraging applicants with expertise in aesthetics, attempts shall also be made to assure that the appointments represent a cross section of the community. The Board meets the 3<sup>rd</sup> Wednesday of each month at 5:30 p.m. in Conference Room B located on the Ground Floor of City Hall. Members serve without compensation and must reside within the corporate city limits.

Due to terms expiring, there will be two (2) vacancies on the **Durham Housing Authority Board of Commissioners** for one (1) citizen directly assisted by the public housing authority and one (1) citizen who has (1) Demonstrated experience in analyzing financial statements; (2) Demonstrated understanding of financing housing developments with tax credits and bonds would be helpful but not necessarily required; and (3) Some experience in the successful development and/or management of real estate and housing construction would also be helpful but not necessarily a requirement. The term will expire on September 28, 2020.

The Authority is composed of seven (7) members and is responsible for setting policy, approving budgets, overseeing the development and production of housing opportunities for low to moderate income families, appointing the Executive Director, providing feedback to

the City Council and HUD when appropriate. The Board meets on the 4<sup>th</sup> Wednesday of each month at 5:30 p.m. in the Housing Authority Commissioners Meeting Room at 330 E. Main Street (meeting time subject to change during the months of November and December). Additionally, members should be able to commit at least ten (10) days per year for board training. Members serve without compensation and must reside within the corporate city limits.

The Commission meets on the 2nd Tuesday of each month at 5:30 p.m. in the Council Chambers located on the first floor of City Hall. Members serve without compensation and must live within the corporate city limits.

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Due to a term expiring, there will be one (1) vacancy on the **Housing Appeals Board for an Alternate Member representing a Lawyer (licensed to practice law in North Carolina)** with the term to expire on June 30, 2018.

The Board is made up of eight (8) members and hears appeals on housing code cases and Building Code condemnation cases. The Board meets the 3<sup>rd</sup> Wednesday of each month at 5:30 p.m. at the Department of Neighborhood and Improvement Services, 807 E. Main Street. Members are compensated \$25 per meeting attended. Applicants must reside in the corporate City limits.

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There is currently one (1) vacancy on the **Durham Workforce Development Board** representing **Apprenticeship** with the term to expire on June 30, 2019.

**Apprenticeship:**

The applicant must represent an agency administering registered apprenticeships with a proven training strategy that effectively meets the needs of both employers and workers.

The Board acts as an advisory board to the Durham Workforce Innovation and Opportunity Act (WIOA) programs administered by the City of Durham Office of Economic and Workforce Development and is responsible, by Executive Order of the Governor, to have oversight and policy guidance of the One Stop Career Center and all other Employment and Training activities conducted within the Service Delivery Area (City of Durham and Durham County), that utilize state and/or Federal funds administered by the Governor. The Committee meets the 4<sup>th</sup> Thursdays at 8:30 a.m. in the months of January, March, May, July, September and November at the Parrish Street Forum located at 108 W. Parrish Street/Ground Floor Conference Room. Members serve without compensation. Applicants must reside within the limits of Durham County or have their principal place of business with the Durham County limits.

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Members of a board, committee or commission shall attend at least fifty percent (50%) of the meetings in a given 12-month period. It shall be the policy of the City Council to remove that appointee in the absence of his/her showing good cause and to make another appointment. This paragraph shall not apply to members of the Human Relations Commission, who are subject to the attendance requirements of Section 34-108(e) of the City Code or boards, committees and commissions that have their attendance requirements addressed through by-laws or an interlocal agreement. **City and County Taxes must not reflect any delinquency.**

Applications may be obtained from the City Clerk's Office located on the second floor of City Hall, from 8:00 a.m. to 5:00 p.m., Monday through Friday or visit the City's web site at [www.durhamnc.gov](http://www.durhamnc.gov). Click on Government/City Clerk's Office and then Boards, Committees and Commissions.

***Notice Under the Americans with Disabilities Act***

*A person with a disability may receive an auxiliary aid or service to effectively participate in city government activities by contacting the ADA Coordinator, voice 919-560-4197, fax 560-4196, TTY 919-560-1200, or [ADA@durhamnc.gov](mailto:ADA@durhamnc.gov), as soon as possible but no later than 48 hours before the event or deadline date.*

**Deadline for receiving applications is 5:00 p.m. on the following date:**

Housing Appeals Board.....	August 28, 2015
Workforce Development Board.....	September 4, 2015
Durham City-County Appearance Commission.....	September 18, 2015
Durham Housing Authority Board of Commissioners.....	September 18, 2015